

Appendix A

**APPLICATION
UNITED STATES BANKRUPTCY COURT
DISTRICT OF MARYLAND
BANKRUPTCY DISPUTE RESOLUTION PROGRAM PANEL**

Name: The Honorable Melanie A. Vaughn
Office Address: 331 Tuscany Road Baltimore, Maryland 21210
Office Phone: (410) 889-9998 Office Fax: (410) 889-9969
Education: Please see attached: 1) Biographical Notes 2) Curriculum Vitae
Professional licenses or memberships and accreditations: Please see attached: 1) Biographical Notes 2) Curriculum Vitae
Dispute Resolution Training: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> (a) U.S. Bankruptcy Court Training (b) Other Training
Experience: Please see attached: 1) Biographical Notes 2) Curriculum Vitae
Counties in which you are willing to serve as a Resolution Advocate: Baltimore City, Baltimore County, Frederick County, Howard County, Carroll County, Montgomery County, Prince George's County, Harford County

If you are applying to be a Paid Resolution Advocate, rates charged: \$300 per hour
Additional Information:

I hereby certify that the information set-forth above is true and correct.¹ I agree to serve for a minimum of one year and to act as an unpaid Resolution Advocate in matters, not to exceed one matter per calendar quarter.

4/23/03
Date

Melanie A. Vaughn
Melanie A. Vaughn

¹ It is the responsibility of the applicant to submit an amended application if any information contained on this application changes.

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BIOGRAPHICAL NOTES: HONORABLE MELANIE A. VAUGHN

MELANIE A. VAUGHN is a dispute resolution practitioner with offices in Baltimore, Maryland. She provides a wide range of services including mediation, arbitration and educational programs such as mediation skills training and conflict management seminars.

Melanie is an adjunct professor at the University of Baltimore School of Law and previously served as a visiting associate professor at the University of Baltimore, where she taught various courses in law and conflict resolution and served as a special consultant to the Center for Negotiations and Conflict Management. She is a former member of the United States Department of Health and Human Services Provider Reimbursement Review Board. Melanie trains mediators in skills-based mediation workshops. She has provided training for the University of Baltimore Center for Negotiations and Conflict Management, the Circuit Courts for Baltimore and Prince George's Counties, the bar associations for Frederick, Howard and Charles counties, the Maryland Commission on Human Relations, the Baltimore Area Mediation Project and the Maryland Institute for Continuing Professional Education for Lawyers, Inc. (MICPEL). She is a former co-chair of the Maryland State Bar Association (MSBA) Standing Committee on Alternative Methods for Resolving Disputes and chair of the Baltimore County Bar Association ADR Committee. She is the immediate past chair of the MSBA section on dispute resolution.

Prior to her appointment to the Provider Reimbursement Review Board, Melanie served as an administrative law judge and Director of Quality Assurance with the Maryland Office of Administrative Hearings. She is the former Deputy Chief Hearing Examiner for the Maryland Department of Health and Mental Hygiene and served as the Health Services Administrator for the Rosewood Center in Owings Mills, Maryland. Earlier in her career, Melanie was associated with the law firms of Smith, Somerville & Case and Sandbower, Gabler & O'Shaughnessy, P.A. She served a judicial clerkship with the Honorable Kathleen O'Ferrall Friedman, Circuit Court for Baltimore City, and as the Special Assistant to the Maryland Assistant Secretary for Medicaid. She has held various professional nursing positions.

Melanie has extensive training and experience in the areas of civil, commercial, community, family and employment mediation, using both a facilitative and transformative approach. She received a juris doctor degree, cum laude, from the University of Baltimore School of Law and a baccalaureate degree in jurisprudence, summa cum laude, from the University of Baltimore. She is a graduate of the Jackson Memorial Hospital School of Nursing in Miami, Florida.

Melanie's professional memberships include the Association for Conflict Resolution, American Bar Association, Maryland State Bar Association, Bar Association for Baltimore City, Baltimore County Bar Association, Chesapeake Nurse Attorneys, Inc., Trial Table Law Club, Women's Bar Association, Women's Law Center, and the Alliance for Black Women Attorneys.

Her civic and community activities include serving as a pro bono mediator for the Equal Employment Opportunity Commission, the Maryland Commission on Human Relations and the Baltimore Area Mediation Project. She is a member of the Downtown Partnership of Baltimore's Public Safety Coalition Committee on Alternative Legal Solutions. Melanie is a former member of the University of Baltimore Alumni Association's Board of Governors and the boards of directors for the Homeless Persons Representation Project and Families Involved Together. She currently serves on the Attorney Grievance Commission Inquiry Committee for Baltimore County. In 1998, Chief Judge Robert M. Bell appointed Melanie to the Maryland Alternative Dispute Resolution Commission.

MELANIE A. VAUGHN

331 Tuscany Road
Baltimore, Maryland 21210

(410) 889-9998 (Office)
(410) 409-1155 (Cell)
(410) 889-9969 (Fax)

CURRENT POSITION

August 1997 - present

Private Practice

Provide direct, consultative and educational dispute resolution services in mediation, arbitration, and conflict management in commercial, employment, civil rights, business, health, family and other matters

EXPERIENCE

August 1997 - August 1999

Visiting Associate Professor, University of Baltimore, Yale Gordon College of Liberal Arts

Half-time appointment in the Legal and Ethical Studies graduate program, teaching courses in employment law and alternative dispute resolution; service activities include participating in the development of an interdisciplinary center for dispute resolution and conflict management

Private practice, including mediation and arbitration

August 1994 - July 1997

Provider Reimbursement Review Board United States Department of Health & Human Services

Appointed by the Secretary of the United States Department of Health and Human Services to the five-member board created by Congress to adjudicate select Medicare provider reimbursement appeals

July 1991 - July 1994

Administrative Law Judge Maryland Office of Administrative Hearings

Preside over a wide variety of State administrative hearings, including the most complex and sensitive, on a full-time basis; subject matter areas include civil rights, health, education, environment, licensing and regulation, personnel

June 1990 - June 1991

Director of Quality Assurance Executive Administrative Law Judge Maryland Office of Administrative Hearings

Design and implement a quality assurance program for Maryland's central panel of 75 administrative law judges; departmental activities include program and policy development and analysis; cross-training; continuing judicial education; library, law clerk and paralegal services; internship programs

Conduct State administrative hearings

1988 - 1989

Deputy Chief Hearing Examiner Maryland Department of Health and Mental Hygiene

Manage daily operations of office composed of eleven hearing examiners

Hear contested cases; conduct quasi-legislative public hearings in a wide variety of health-related appeals governed by the Maryland Administrative Procedures Act; render oral and written decisions, including findings of fact and conclusions of law

1987 - 1988

Administrator, Health Services, The Rosewood Center Maryland Department of Health and Mental Hygiene

Plan, design, implement effective health care delivery system for a 550-bed residential facility for the developmentally disabled in light of agreements with and mandates from the United States Department of Justice and the Health Care Financing Administration

Provide executive oversight for departments of medicine, nursing, pharmacy, dentistry and x-ray; ensure compliance with licensing and certification requirements and continued participation in the Medicaid program

Establish professional standing committees including quality assurance, risk management, morbidity and mortality and develop health policies related to such matters as acquired immune deficiency syndrome, hepatitis B, consent to treatment

Nov. 1986 - March 1987

General Litigation Associate, Sandbower, Gabler & O'Shaughnessy, P.A.

Evaluate medical malpractice, personal injury, and products liability claims; review medical records and literature; consult with medical experts; perform legal research; draft legal documents

Sept. 1986 - Nov. 1986

General Litigation Associate, Smith, Somerville & Case

Perform legal research; prepare memoranda of law; draft pleadings and interrogatories in fields of general liability and intentional torts

Sept. 1985 - Sept. 1986

Judicial Clerk to the Honorable Kathleen O'Ferrall Friedman, Circuit Court for Baltimore City

Perform legal research; attend trials, pre-trial and settlement conferences; prepare draft judicial opinions, orders; review motions, post-conviction and habeas corpus petitions; handle daily administrative matters of judicial chambers

May 1985 - August 1985

Summer Associate, Smith, Somerville & Case

Perform legal and medical research; draft memoranda of law, opinion letters in fields of general liability, medical malpractice, and products liability

1984

Special Assistant to the Assistant Secretary for Medicaid, Maryland Department of Health & Mental Hygiene

Direct and execute day-to-day administrative responsibilities associated with Office of the Assistant Secretary; ensure internal coordination of priority projects; collaborate and confer with program directors; assist in developing long and short range Medicaid policy and program goals; advise and represent Assistant Secretary; prepare reports, analyses, letters, executive summaries

1980 - 1984

Nursing Division Chief Medical Assistance Compliance Administration

Statewide responsibility for quality assurance and utilization review of medical services, including claims and medical record review for compliance with State and federal laws and regulations, data analysis for patterns of abuse

Conduct preliminary conferences with providers; prepare evidence for administrative hearings; recommend and initiate agency sanctions and referrals

1969 - 1980

Various Professional Nursing Positions

Practice primarily focused on mental health and developmental disabilities; taught in registered nursing and licensed practical nursing programs in fields of psychiatry, pediatrics, rehabilitation, nursing and the law; extensive management experience

EDUCATION

Legal	University of Baltimore School of Law Juris Doctor, <u>cum laude</u>
Undergraduate	University of Baltimore B.A., <u>summa cum laude</u> , Jurisprudence Jackson Memorial Hospital School of Nursing Miami, Florida Diploma, Professional Nursing
Other	American Bar Association Criminal Mediation (16 hours) Manville Personal Injury Settlement Trust/Center for Dispute Settlement, Personal Injury Mediation, asbestos-related claims (16 hours) United States Arbitration of the Northeast, Inc. Commercial Mediation (16 hours) Baltimore Mediation Center Transformative Mediation (20 Hours) Hofstra University Law School Institute for the Study of Conflict Transformation, Inc. Advanced Transformative Mediation Seminar (15 hours) National Center for Mediation Education Divorce Mediation (40 hours) Key Bridge Foundation Americans with Disabilities Act Mediation (8 hours) MICPEL Negotiation Theory (8 hours)
Honors & Awards	Martindale-Hubble BV Rating, 2000 Heusler Honor Society Moot Court Board American Jurisprudence Award, Constitutional Law University of Baltimore H. Mebane Turner Volunteer Service Award (1997,1998) Alumnus of the Year, Yale Gordon College of Liberal Arts (1997) Who's Who, 1995, 1997, 2002 International Who's Who, 1996 Who's Who In The World, 1994

Who's Who in American Law, 1989, 1991, 1993, 1995, 1997
Who's Who In American Nursing, 1992, 1995, 1996
Who's Who of Emerging Leaders in America, 1990, 1991
Who's Who Among American Law Students, 1985, 1986

BAR MEMBERSHIPS

Court of Appeals of Maryland
United States Supreme Court

PROFESSIONAL MEMBERSHIPS

American Bar Association

Alternative Dispute Resolution Section (1993-present)
Training Committee (1994-96)
Administrative Law and Regulatory Practice Section (1988-98)
Committees on Health (1990-93); State Administrative Law (1990-93);
Adjudication(1990-94)(Vice Chair, 1993-94)
Judicial Administration Division (1990-99)
Committee on Courts & the Community(1994-98)
National Conference of Administrative Law Judges(1990-99) Executive Committee
(1994-96); Committees for Judicial Evaluation (Vice Chair, 1994-present); State
Practice & Procedure (1991-present; Vice Chair, 1993-94); Women and Minorities
Outreach (1991-93); ALJ Corps (Co-chair 1995-97); Nominations (95-96); Bylaws
(95-96); ADR (Chair, 1997-98) ;Dispute Resolution Section
Mediation Committee(1993-95); Training Committee(1995-present)

Maryland State Bar Association

Dispute Resolution Section (2000 - present) (Chair, 2001-2002) (Vice-Chair, 2000-01)
Standing Committee on Alternative Methods of Settling Disputes (1988-2000) (Co-
chair, 1993-96); Subcommittees on Criminal Law (Co-chair, 1993-94) and Civil Law
Judicial Administration Section (1990-96)
Section Council (1992-96) (Secretary 1993-95); Special Committee on Judicial
Personnel (1995-present); Committee on By-Laws and Planning (1995-1996)
Administrative Law Section (1987-present)

Baltimore County Bar Association

Executive Council Nominating Committee (1996)
Alternative Dispute Resolution Committee (1993 - present) (Chair 1994, 1995, 1996) (Vice
Chair, 1993, 1997)
Pro Bono Committee (Vice Chair, 1993-95)
Law Day Committee (1989-1993)
Family Law Committee (2001-present)

Bar Association of Baltimore City

Fee Arbitration Committee (1997-99)
Family Law Committee (1999-present)
ADR Committee (1997-present)

National Health Lawyers Association (1986-1992)

National Association of Administrative Law Judges (1989-1997)

Committee on Alternative Dispute Resolution in Administrative Agencies (Chair, 1994-95);
Nominations (1995-96)

National Association of Women Judges (1989-1999)

Maryland Task Force on Women in Prison (1993-1999)

Chesapeake Nurse Attorneys, Inc.

Board of Directors (1992-93)

Trial Table Law Club

President (1996-1997)
Vice President (1995-1996)

Women's Law Center

Women's Bar Association

Association for Conflict Resolution

Association of American Law Schools

Sections on Alternative Dispute Resolution, Labor Relations & Employment Law, Law
Medicine & Health Care, and Teaching Methods

ACADEMIC & EDUCATIONAL AFFILIATIONS

University of Baltimore School of Law – 1994 to Present

Adjunct Faculty
Alternative Dispute Resolution & Mediation Skills

Maryland Institute for Continuing Professional Education of Lawyers

Mediation Program Faculty

LECTURES & PRESENTATIONS

2003 **MICPEL**: Advanced Mediation Skills Workshop: High Conflict Domestic Disputes: Didactic and experiential training for lawyers, educators and other professionals, two-person faculty (One 8-hour seminar)

2002 **MICPEL**: Advanced Mediation Workshop: Transformative Techniques & Practices: Didactic and experiential training for lawyers, educators and other professionals, two-person faculty (One 20-hour seminar)

2002 **MICPEL**: Advanced Mediation Skills Workshop: Labor and Employment Disputes: Didactic and experiential training for lawyers, educators and other professionals, two-person faculty (Two 8-hour seminars)

2002 **MICPEL**: Advanced Mediation Skill Workshop: Workers' Compensation Disputes: Didactic and experiential training for lawyers, educators and other professionals, two-person faculty (One 8-hour seminar)

2002 **ABA** Judicial Division, Section of Dispute Resolution and the National Judicial College, hosted by the Supreme Court of Delaware: Mediation for Judges: Five Day didactic and experiential workshop for Delaware state court judges, final session skills coach and closing session co-facilitator

2002, 2001 **Howard County Bar Association**: A Facilitated Approach to Conducting Settlement Conferences: (Three one-day seminars)

2001 **Charles County Bar Association**: Family Mediation: Custody and Visitation Skills-Based Mediation Seminars, two-person faculty (One 20-hour seminar)

2001 **Administrative Office of the Courts**: Mediation: A Five Day Skills-Based Seminar: Didactic and Experiential mediation training for circuit court masters, three-person faculty (One 40-hour seminar)

2001 **Frederick County Bar Association**: Family Mediation: A Two-Part Skills-Based Divorce Mediation Seminar, two-person faculty (One 40-hour seminar)

2003, 2002, 2001, 2000, 1999, 1998, 1997, 1996 **MICPEL**: Mediation: Basic, Civil Mediation Skills-Based Seminar: Didactic and experiential mediation training for lawyers, educators, mental health and other professionals, three-person faculty (Twenty-three 40-hour seminars)

2000 **Administrative Office of the Courts**: Mediation Awareness Seminar: One-Day Interactive Awareness Seminar for Circuit and District Court Personnel (Eight seminars)

2000 **Charles and Frederick County Bar Associations**: Mediation: A Five Day Skills-Based Workshop: Didactic and experiential mediation training for lawyers, two- and three-person faculty, respectively (Two 40-hour seminars)

2003, 2002, 2001, 2000 **MICPEL**: Family Mediation: A Two-Part Skills-Based Divorce Mediation Seminar: Didactic and experiential mediation training for lawyers, educators, mental health and other professionals: Part I: Future Parenting (20 hours) Part II: Property & Financial Issues (20 hours) (Nine 40-hour seminars)

2000, 1999, 1998 **MICPEL**: Family Mediation: A Twenty-Hour Skills-Based Divorce Mediation Workshop: Didactic and experiential mediation training for lawyers, educators, mental health and other professionals (Five 20-hour seminars)

1999 **The Rouse Company**: Conflict Resolution in the Workplace: One-Day Executive Seminar

1999 **National Research Council**: Conflict Resolution in the Workplace: One-Day Seminar for Human Resources Personnel

1998 **University of Baltimore Center for Negotiations and Conflict Management**: Mediation: A Five Day Skills-Based Seminar: Didactic and experiential mediation training, three-person faculty (Three 40-hour seminars, January, March, June)

1997 **Circuit Courts for Baltimore & Prince Georges Counties**: Mediation: A Five Day Skills-Based Workshop: Didactic and experiential mediation training for lawyers, three-person principle faculty (Two 40-hour workshops, June and July)

1996 **Maryland Department of Human Resources: Child Care Administration**: Administrative Hearings: Preparation and Testimony

1996 **Washington College Symposium**: Public Policy Debate Over Economic Inequality: Panelist-"Does Current Legislation Protect Working Women and Sexual Minorities?"

1996, 1995 **Maryland State Bar Association Professionalism Committee**: Group facilitator, one-day mandatory professionalism course for bar candidates

1995 **National Association of Administrative Law Judges' 21st Annual Conference**: Alternative Dispute Resolution and Administrative Hearings: An Overview and Mediation as a Settlement Process (2 seminars); Ethics and Administrative Adjudication (panelist)

1995 **Ober, Kaler Grimes & Shriver and American Arbitration Association Seminar on Appropriate Dispute Resolution-Effective Business Conflict Management**: Panelist-"Effective Tips and Techniques for Managing Success with ADR"

1995 **Maryland State Bar Association/Baltimore County Bar Association General Practice Section/Small and Solo Practice Committee**: Panel presentation-"Now that ADR is a Part of Differentiated Case Management: What to Prepare for and What to Expect"

1995 **Baltimore Area Mediation Project**: Didactic and experiential training for volunteer community mediators, three-person faculty (12 hours)

1995 **MICPEL**: Alternative Dispute Resolution: An Intensive Two-day Workshop (Opening remarks, mediator)

1994 **Maryland Commission on Human Relations**: Didactic and experiential training for volunteer civil rights mediators, three-person faculty (12 hours)

1994 **ABA National Conference of Administrative Law Judges Annual Symposium**: Evaluation & Complaint Procedures: The Maryland Experience

1994 **Baltimore County Bar Association**: Introduction to Alternative Dispute Resolution (CLE presentation)

1994 **Trial Table Law Club**: Alternative Dispute Resolution: An Overview

1993, 1996 **University of Baltimore School of Law a.m. Law Series**: Win-Win Scenarios: Alternative Dispute Resolution/Mediation

1992 **Trial Table Law Club**: Introduction to the Maryland Office of Administrative Hearings

1990 **MICPEL**: Introduction to the Maryland Office of Administrative Hearings

CIVIC AND COMMUNITY ACTIVITIES

University of Baltimore

Maynard A. Clemens Society

Annual Fund, Chair School of Law Leadership Campaign (1996)

School of Law Advisory Council (1997-98)

Alumni Association

Board of Governors (1994-1998); Vice President, School of Law (1997-98)

Alumnus of the Year Awards Committee (1996)

Families Involved Together, Inc.

Board of Directors (1998-99)

Homeless Persons Representation Project

Board of Directors (1993-95)

Baltimore Area Mediation Project

Maryland State Bar Association Liaison

Pro Bono Mediator

Maryland Commission on Human Relations

Pro Bono Mediator

Equal Employment Opportunity Commission

Pro Bono Mediator

Circuit Court for Baltimore City

Pro Bono Settlement Officer

Downtown Partnership of Baltimore, Public Safety Coalition

Alternative Legal Solutions Committee (1994-present)

Attorney Grievance Commission Inquiry Committee (1994-present)

Alternative Dispute Resolution Commission of Maryland (1998-2000)

Hospice of Baltimore, Inc.

Hospice and Bereavement Volunteer (2001-present)